

OFFICE OF THE ADJUTANT GENERAL  
MARYLAND NATIONAL GUARD  
29TH DIVISION STREET  
BALTIMORE, MARYLAND 21201-2288  
TELEPHONE: (410) 576-6111

**POSITION VACANCY ANNOUNCEMENT #10-118 OPENING DATE: 10 August 2010 CLOSING DATE: 24 August 2010**

**FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY**

**BRANCH OF SERVICE:   X   ARMY NATIONAL GUARD            AIR NATIONAL GUARD**

**POSITION TITLE: S3 (15B00) HIGHEST GRADE AUTHORIZED: MAJ/04**

**ORGANIZATION AND LOCATION: HHC, 1-224<sup>th</sup> S & S BN, Bldg E4305, Aberdeen Proving Ground (EA), MD 21010**

**SALARY:** Full Military Pay and Allowances, depending on rank and longevity of selectee.

**WHO MAY APPLY: OPEN TO CURRENT ON BOARD AGR OFFICERS (CPT/03 and MAJ/ 04) OF THE MARYLAND ARMY NATIONAL GUARD ONLY.**

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATION:	ON-BOARD AGR QUALIFICATIONS:
<ol style="list-style-type: none"> <li>1. Must meet physical standards of AR 600-9 and AR 135-18, Table 2-1.</li> <li>2. Must not be under current suspension of favorable personnel actions.</li> <li>3. Applicants must not be entitled to receive Federal military retired or retainer pay.</li> <li>4. Must be able to serve at least three good years in active status prior to mandatory removal.</li> <li>5. Personnel applying for an initial tour with fifteen (15) or more years of active military duty credited toward retirement must have a waiver from the National Guard Bureau (NGB-ARM) prior to placement on tour.</li> <li>6. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date of separation.</li> <li>7. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program.</li> </ol>	<ol style="list-style-type: none"> <li>1. Must meet entry requirements of AR 135-18.</li> <li>2. <b>Must be medically qualified under AR 40-501, Chap 3; PHA or flight physical must be within 12 months prior to initial entry. Selectee must be medically certified as drug free, be tested for HIV within 24 months of initial entry.</b></li> <li>3. As a condition of employment, service members may be required to attend a mandatory PEC training within the first year from the in-processing date if selected.</li> <li>4. <b>Non AGR Soldiers must have completed an Officers Basic Course per 135-18 table 2-1, Rule D, 1(a).</b></li> </ol>	<ol style="list-style-type: none"> <li>1. Must meet requirements of AR 135 -18 and NGR 600-5.</li> <li>2. ARNG/ARNGUS soldiers must possess AOC of the AGR duty position or become qualify in that AOC within 12 months.</li> <li>3. Failure to qualify in AGR duty position AOC within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5.</li> <li>4. Must be within grade requirements of MTOE/TDA position and NGB staffing Guide.</li> <li>5. <b>If announcement is open to Enlisted soldiers eligible for commission, Enlisted AGR soldiers must have an OCS completion certificate or a warrant officer pre-determination packet.</b></li> </ol>

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Pay Calculator <<http://www.dfas.mil/militarypay.html>>

BAH Calculator <<http://www.defensetravel.dod.mil/perdiem/bah.html>>

**DESCRIPTION OF DUTIES:** Assigned as the BDE S3 of a Brigade headquarters for MDARNG units representing a diverse range of functions across the spectrum of Army operations. Manages brigade armory & facilities issues. Ensures effective support, resourcing and assistance to subordinate units. Assists the commander in developing command vision, goals, operational objectives and policies. Implements command directives, policies and programs. Supervises brigade budget execution. Ensures effective administration of the command. Assists the commander in attaining and sustaining a high degree of USR-measured readiness to perform state and federal missions within all assigned units.

**QUALIFICATIONS REQUIRED AOC:** AOC: **15B00**. AGR applicants must possess an AOC compatible with the duty position IAW Table 2-1 AR 350-18. Applicant must be qualified for appointment in the position based on MTOE/TDA duty assignment. Applicant must have a working knowledge of automated office procedures. Applicant must be able to complete the Military Educational requirements commensurate with their military grade. Applicant must have a valid state driver's license and be able to operate military vehicles and equipment organic to the unit. Must not have any flagging actions that would prevent them from applying.

#### SPECIAL INFORMATION (IF APPLICABLE)

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR soldiers who do not become MOS/AOC qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. All AGR soldiers will sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.

#### APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)

## INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. NGB Form 34-1, signed, dated and annotated job number and email contact information.
2. Selected individual must have a current Periodic Health Assessment and HIV test.
3. Signed certified copy of **updated** DA Form 2-1 - **OR** - **updated** Enlisted Records Brief (ERB).
4. **Updated** Personnel Qualification Record (PQR).
5. Five latest NCOERs / OERs for on board AGR applicants, and as available for junior Soldier/NCO applicants. (**Gaps in rating periods MUST be explained in writing.**)
6. Letter of recommendation / performance evaluation on individuals not requiring an NCOER/OER.
7. Personal photograph in Class A uniform (E5 and below), DA photo in Class A uniform (E6 and above, no more than 5 years old).
8. All Soldiers must have documentation showing they meet current HT/WT Standards IAW AR 600-9; provide Tape Test DA Form 5500 (Males), DA Form 5501 (Females).
9. All Soldiers must have documentation showing they meet current APFT retention standards IAW AR 40-501; provide DA Form 705, not more than 6 months old for current AGR members and 12 months for traditional members.
10. DA 3349 must be submitted for Soldiers with Permanent Profiles.
11. Unit memo or documentation verifying no Flagging Actions.
12. **INITIAL ENTRY ONLY:** (BOTH of the following must be submitted)
  - a) Retirement Points Statement, NGB Form 23A .
  - b) Provide **all** DD Form 214s. (**Long version copies 2, 4, 7, or 8**)
13. Forward application and attachments to: **Human Resources Office**  
**ATTN: MDNG-HRO-AGR**  
**Fifth Regiment Armory**  
**Baltimore, MD 21201-2288**
13. Application screening will be made without regard to race, religion, color, gender, or national origin.
14. Applicants are subject to a personal interview, before a military board upon notification of time and place. Necessary travel will be at the expense of the individual. Inquiries concerning specific aspects of the duty position should be directed to the Selecting Official.
15. Selection criteria are based on military education, experience in career management field, source of MOS/AOC, civilian education and experience related to the position.
16. Eligibility of Guardswomen will be consistent with applicable assignment policies of NGR 600-200 for Enlisted.

**NOTE: Include the Job Number, Job Title, and AKO email address on your application.**  
**Applications received after the closing date will be returned.**

**BINDERS/FOLDERS ARE NOT NECESSARY. APPLICATIONS SUBMITTED IN BINDERS/FOLDERS WILL BE REMOVED PRIOR TO BEING FORWARDED TO INTERVIEWING OFFICIALS. BINDERS/FOLDERS WILL NOT BE RETURNED.**